

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6110/6175 OR DSN: 496-6110/6175

POSITION VACANCY ANNOUNCEMENT 16-085a Open Date: 9 June 2016 Close Date: 8 July 2016

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: WING EXECUTIVE OFFICER

HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: MAJ/O4

ORGANIZATION/LOCATION: 175th WING, MDANG, WANGB, 2701 Eastern Boulevard, Middle River, MD 21220

SEQUENCE: #

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT OFFICERS OF THE MARYLAND AIR NATIONAL GUARD ONLY.

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and are not able to be move AGR asset.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

BRIEF OF DUTIES AND RESPONSIBILITIES

Accomplishes staff work, often without precedence, that relieves the Air Commander of all but the most pressing and necessary decision and action policies in relation to base activities. Plans, directs, and/or participates in special Air National Guard and Wing/Enclave initiated studies and projects relating to organization, resource utilization, logistical support, and readiness programs. Acts as an intermediary to solve significant or controversial issues, problems and disagreements that are referred to the Air Commander. Serves as the military liaison between the Wing/Enclave and the civilian National Committee for Employer Support of the Guard and Reserve (NCESGR) representatives. Establishes and maintains liaison with high-ranking public officials, corporate leadership, civic groups, other reserve components, the National Guard Bureau and respective headquarters staff representatives. Serves as the project leader for programs and activities involving several organizations or agencies, which are of significant interest to the Wing/Enclave and public. Provides oversight of the Wing/Enclave History Program, ensuring the timely and accurate capture of significant historical data, and generation of required reports. Prepares oral and written communications using principles, practices, techniques and analytical methods and interpersonal relations practices. Performs other duties as assigned.

AFSC

AFSC: ANY Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program, and the Air Force Specialty Qualifications defined in AFI 36-2101, Classifying Military Personnel (Officer and Enlisted).

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 6 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.
6. Must hold a secret security clearance.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

NOTE: Include the Job Number and Job Title on your application. Applications received after the closing date will be returned.

DO NOT STAPLE, DOUBLESIDE PRINT, OR PLACE DOCUMENTS INTO FOLDERS/BINDERS.

Applications must be received in the HRO not later than close of business (17:00 hours) on the closing date!

1. NGB Form 34-1, **DATED 20131111** Signed, dated and annotated with Vacancy Announcement Number.
2. Military Personnel Records Review RIP Attached, Virtual MPF Inquiry Will Suffice.
3. Letter of Application, Letters of Recommendation and other attachments are permitted but are not mandatory.
4. AGR Profile Verification Statement **(third page of this announcement)**.
5. ANG Physical Assessment Results.
6. If Officer **last (3) three OPRs**

For On-Board AGR Only Positions:

6. If you are a **Current On-Board AGR** member, you must submit Commander Memorandum of Authorization.

Forward application and attachments to:

**HUMAN RESOURCES OFFICE
ATTN: NGMD-AG-HRO
AGR BRANCH
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288**

**AGR VACANCY APPLICATION
PROFILE VERIFICATION STATEMENT**

NAME _____ ANNOUNCEMENT # _____

A. FITNESS PROGRAM TEST VERIFICATION

MEMBER MEETS STANDARDS IN ACCORDANCE WITH ANGI 10-248

YES NO

*Signature/Rank/Title Verifying Official

*Current supervisor, commander, or designated WMP Monitor

B. APTITUDE SCORES

Mech: _____ Admin: _____ Gen: _____ Elect: _____

**Signature/Rank/Title Verifying Official

**Current supervisor, commander, or Customer Service Representative

C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT

P:___ U:___ L:___ H:___ E:___ S:___ X Factor ___ Dated _____

MEMBER IS IS NOT QUALIFIED FOR WORLD WIDE SERVICE

**Signature/Rank/Title Medical Certifier

ATTACH TO NGB FORM 34-1

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION